TOWN OF KINGSTON
PLANNING BOARD
906 Sawkill Road, Kingston, NY 12401

Meeting Minutes

Town of Kingston
Planning Board Meeting Minutes
Date: September 21, 2026
Time: 7:00 pm
Location: Town of Kingston (in-person meeting)

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1. Call to Order
Chairman **John-Paul Sliva** called the Town of Kingston Planning Board meeting to order.

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2. Roll Call
Present:
- John-Paul Sliva, Chairman
- Rebecca Johnson, Deputy Chair
- Robert Long, Member
- Casey Schwarz, Member
- Sam Curbelo, First Alternate, voting member
- Jonathan Hubschman, Second Alternate

Absent:
- Dixon Onderdonk, Member

A quorum was present.

Also present: Town Attorney David Goodge, Applicant David Hahne and his Representative Bill Eggers.

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3. Approval of Minutes – August 2026

The Board confirmed receipt and review of the August 2026 meeting minutes. No corrections or revisions were proposed.
Motion: Casey Schwarz made a motion to approve the August 2026 meeting minutes as presented.
Second: Sam Curbelo
Vote: All members present at the August meeting voted in favor.
Motion carried.

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4. Subdivision Application Review

Applicant's Revised Subdivision Plan
David Hahne presented a revised subdivision proposal, reducing his subdivision from four lots to three lots. The revision eliminates a separate parcel located in Woodstock and incorporates that acreage into Lot 2. The change was intended to simplify the project and eliminate the need for complex deed restrictions and covenants.

Extension of Approval Period
The Board discussed the six-month filing timeframe established under town code for applicant's final approval. A 90-day extension was proposed to allow the applicant additional time to finalize and file the subdivision plat.
Motion: Casey Schwarz made a motion to approve a 90-day extension of the subdivision approval period.
Second: Rebecca Johnson
Vote: All in favor.
Motion carried.

Review of Resolution Conditions
The Board conducted a detailed review of the conditions contained in the original subdivision resolution to determine which remained applicable under the revised three-lot plan.
Conditions Removed or Satisfied
The following conditions were determined to be complete, redundant, or no longer applicable and were removed:

- **Condition 1B – Engineering Review**
  - Stricken because the revised plans remain substantially consistent with the previously approved plans.
- **Condition 1C – Parkland Fees**
  - Noted as already paid.
  - Town staff will investigate whether a partial reimbursement is appropriate due to the reduction in the number of lots.
- **Condition 1D – Driveway Compliance**
  - The Board accepted the revised driveway profile for Lot 1.
  - No additional revisions required.
- **Condition 1F – Wetlands/Pond Mapping**
  - Stricken after confirmation that the updated mapping correctly identifies the pond area.
- **Condition 1H – Building Department Review**
  - Removed as redundant with other review requirements.

Outstanding Conditions
Storm Water Pollution Prevention Plan (SWPPP)

- The Board requires submission of the final SWPPP package.
- Outstanding appendices must be included, including supporting documentation referenced in the plan.

Garbage Collection Access

- The applicant must obtain written confirmation from Garden Homes regarding access for garbage collection vehicles on the private roadway serving the subdivision.
- Documentation shall be provided to the Planning Board prior to final approval.

Motion: Casey Schwarz made a motion to draft an updated conditional resolution for the Hahne subdivision with the changes noted above.
Second: Robby Long
Vote: All in favor.
Motion carried.

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5. Road Maintenance Agreement (RMA) Guidance Document
The Board reviewed a draft guidance document intended to assist applicants in preparing Road Maintenance Agreements.
Discussion focused on:

- Clarifying guidance versus legal requirements.
- Replacing mandatory wording such as "must" and "shall" with advisory language such as "strongly encouraged" where appropriate.
- Ensuring that the guidance document does not conflict with applicable legal requirements or Board authority.

Filing and Recording Procedures
The Board discussed language concerning proof of recording for Road Maintenance Agreements.
The Board clarified that:

- Recording of an RMA remains required.
- Proof of recording is not required before the Planning Board Chair signs the final subdivision plat.
- Verification of recording is generally addressed later as part of the building permit process.

Guidance Document Revisions
The Board agreed to continue refining the guidance document to improve clarity and consistency with applicable procedures and regulations.

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6. Training Requirements

Board members were reminded that Town requirements mandate completion of **four hours of annual training** to maintain compliance.
Members were encouraged to verify completion of their required training before the end of the reporting period.

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7. Adjournment

Motion: Sam Curbelo **Second:** Casey Schwarz **Vote:** All in favor

Meeting adjourned at approximately **7:51 PM**.